

MEETING MINUTES

I. MONTHLY MEETING AT 7:30 PM

- a. Call to Order - -- Meeting was called to order by Chair Jeff Gordon at 7:30p.m. Noted that there is a quorum.
- b. Roll Call – Jeff Gordon, Dorothy Durst, John Anastasi, Doug Porter, Joe Adiletta, Travis Serrine, Syd Blodgett (arrival 7:46) Delia Fey, Laura Cournoyer-Gagne
- c. Absent – Gail Dickinson, Fred Rich, Dexter Young

II. DESIGNATION OF ALTERNATES – Doug Porter

III. CHAIR’S REPORT – Chair Jeff Gordon would like to thank everyone for all of their hard work. New Alternate member, Ken Ebbitt , will join PZC in April.

IV. CITIZENS’ COMMENTS - NONE

V. OPEN SPACE LAND ACQUISITION AND FARMLAND PRESERVATION COMMITTEE PROPOSAL, C.G.S. SECTION 8-24 – 215 Woodstock Road – Doug Porter recused himself on this item. Dawn Adiletta, Chair of Woodstock Open Space Land Acquisition and Farmland Preservation Committee, explains the proposal to purchase development rights of 215 Woodstock Rd., 111.1 acres to be protected. Open space fund created in 2000, there is enough money to purchase, approved by COS, BOF, Conservation Commission, AG Committee. Jean Pillo, Conservation Commission: parcel reviewed and is compatible with Commission. J. Gordon thanked the OSLAFP Committee for its ongoing work and thanks S. Blodgett for serving as the PZC liaison to the OSLAFP Committee. **MOTION TO REPORT FAVORABLY MADE BY J. ANASTASI, SECONDED BY D. DURST. MOTION PASSED UNANIMOUSLY TO WRITE FAVORABLE REPORT.** (D. Porter rejoined the Commission.)

MOTION TO MOVE ITEMS X & XI UP TO VI & VII MADE BY J. ANASTASI, SECONDED BY D. DURST. MOTION PASSED UNANIMOUSLY.

VI. MINUTES

Meeting minutes of January 15, 2015 - **MOTION TO ACCEPT MEETING MINUTES MADE BY J. ADILETTA, SECONDED BY J. ANASTASI. T. SIRRINE ABSTAINED, MOTION PASSED UNANIMOUSLY.**

VII. ZEO REPORT

- a. Report on Zoning Enforcement – January/February 2015
 - 6 Lyon Rd – didn’t reply to letter sent, asked Town Attorney to send letter and will let PZC know the results.
 - 622 Rte 169 – resolved
 - 24 Childs Hill Rd – resolved
 - 1653 Rte 197 – did send letter, they understand that they can’t sell cars
 - 4 Perrin Rd – can’t make progress due to amount of snow, will follow up in the spring, owner understands that problem needs to be resolved,
- b. Report on Zoning Permits – January/February 2015

MOTION TO MOVE ITEM XII TO ITEM VIII MADE BY J. ANASTASI, SECONDED BY D. DURST. MOTION PASSED UNANIMOUSLY.

VIII. BUDGET REVIEW AND BILLS

- a. Bills – Designs Professionals, invoice #309-551, for \$375.00. Engineering review for McMahon application. **MOTION TO APPROVE PAYMENT MADE BY D. PORTER, SECONDED BY J. ADILETTA. MOTION PASSED UNANIMOUSLY.**
- b. Budget Review – Balance is still the same, there is a bill pending from Chase Graphics for the POCD maps.

IX. PUBLIC HEARINGS AT 7:45 PM

- a. #623-12-14 Thomas & Joy Beatty, New Sweden Rd (Map 5783, Block 69, Lot 3-1) – 2- lot subdivision. Public Hearing notice posted in the Villager on 2/6/15 and 2/13/15 and sign was posted, as required. This application is to subdivide parcel creating a new lot for single family dwelling, septic and common driveway. Bruce Woodis, KWP

Associates, for the applicant and Thomas Beatty is also present. In addition to other documents submitted, received signed receipts for the Public Hearing notice mailed to surrounding homeowners. Owners are proposing to subdivide 16.5 acres, with the Beatty's remaining on the front 5-acre parcel, and with the 11.5 acre parcel on the other side of the ridge. Both residences will be served by an existing driveway, common drive, primarily a 50ft strip of land that will be part of the rear property and a right-of-way for access will be granted to the front property. All requirements of PZC have been met, along with NDDH and IWWA approvals. Waiver requests: landscaping plan; fee in lieu of open space and; establishment of homeowner's association. Instead a proposal for a common driveway maintenance agreement has been submitted which is better suited for this property, as stated by B. Woodis. The Conservation Commission still needs to weigh-in on the proposal since it is a fee in lieu of request and the subdivision regulations require this.

PZC had questions on areas of delineated wetlands, flood hazard lines and E&S controls for sloping area and this was explained by Mr. Woodis in great detail. Appraisal report that was submitted is not sufficient for subdivision. Applicant is willing to do another appraisal, if necessary, possibly using Platt Associates or Val Sandberg. There was no objection to the other named appraisers if they are not available. Fire Marshal's report is good, states that driveway has to be kept wide enough for two cars to pass, even in the winter. It is stated for the record that Ms. Fey's recommendation is for sheet #2 to be listed as the formal E&S control plan. The following sentence was read into the record by D. Durst from the IWWA minutes: "All of the structures will be located outside of the 100 foot upland review area including the septic system however the grading for the septic will go downhill and will require the installation of a silt fence on the edge of disturbance." This was authorized as a Wetland Agent approval without conditions. No questions or comments from the public.

MOTION TO CONTINUE PUBLIC HEARING TO MARCH 19, 2015 @ 7:45P.M. MADE BY D. PORTER, SECONDED BY J. ADILETTA. TWO ITEMS NEEDED: OBTAIN REVIEW FROM CONSERVATION COMMISSION AND AN UPDATED APPRAISAL. MOTION PASSED UNANIMOUSLY.

b. #SP622-12-14 Christopher & Virginia McMahon, 136 Woodstock Rd + adjacent lot 15C (Map 5167, Block 11, Lots 38 & 15C) – Equestrian Academy. Public Hearing notices posted in Villager on 2/6/15 and 2/13/15, and sign was posted, as required. The following new items were received: Revised plan sheets #2, #8, Fire Marshal reports, 01/15 & 01/21, Highway Foreman's emails, along with J&D Civil Engineer's, letter from the Ag Commission, 02/15, DRC minutes from 01/13, and additional info from members of the public. Delia's comments are as follows: Frontage requirements are met since both lots are existing lots of record, a new lot is not being created. D. Fey's memo already submitted explains her opinion on whether this should be considered agricultural or nonresidential.

Christopher & Virginia McMahon, applicants, and Janet Blanchette, P.E. are present and the following is their presentation by Power Point by Mr. McMahon. Stargazer Farm: proposed indoor and outdoor riding arenas, 15 stall barn. They will offer horse boarding, riding lessons, training and pony day camp for kids in the summer. Facilities will be in existing fields, no tree removal. The rest of the farm will remain as is. Activities and structure will not be visible from the street. Petition signed by neighbors who are in support. Janet Blanchette, P.E. comments on the following to ensure the record is complete and all requirements are met: Site context map, required by regulations, submitted which details soil types, wetlands, contours, roads; wetlands approval granted from agent since no wetlands impact or activity in upland review area. As explained, the one waiver request is for the A-2 survey on the northern portion of the property line, as this 25-acre area is far removed from any activity. A full A-2 boundary survey has been completed for within 350 feet of any development. Site development plan shows existing driveway, riding arena, stable/barn, outdoor riding ring which is a fenced area and no structures. Deliveries will be north of the barn and arena and includes eight parking spaces which are adequate for two staff and average of six students with a generous turning area. They anticipate tractor trailer deliveries of hay a couple times a year and once a month smaller trucks with routine supplies. A small septic system is proposed. Stone walls and trees will be preserved. No Dumpster, exterior trash or recycling bins outside. Low impact development techniques were utilized with the design. No proposed point discharge or drainage structures. Parking lot will drain towards an infiltration storm water area in the northwest corner. Plans were reviewed by Design Professionals and they recommended adding silt fence on the east side of the stock pile, which is shown on plan. Based on the Fire Marshal comments, some driveway improvements will be done. Driveway and parking area will be gravel. Recommendations from Fire Marshal are being worked on i.e.: lack of apron, very steep, new will have a better slope and connect to old driveway. J. Blanchette further states that project is a good fit for Woodstock, agricultural activity consistent with existing neighborhood uses, minimal or no impact on wetlands, forest historic or cultural resources and no noticeable increase to traffic. Some trees will have to be removed to repair and widen the driveway from 10ft to 12ft. It is noted that letters of support were received from Maureen Minors, Jonathon Loggee, Marshall Lavoie, Chandler Paquette and additional 22 signatures of support. No lighting is proposed as facility will not be used at night. Signage will be in conformance to the zoning regulations.

PZC questions J. Blanchette regarding grade change at end of driveway and Fire Marshal's recommendation of a dry hydrant that is not actually required. Mr. McMahon stated his intention is to work with the fire department on this and is agreeable to the installation. Design Professionals had an issue with traffic report. E&S bond estimate from Design Professionals is \$3,036. E&S control plan should be sheet #2 per D. Fey. PZC questions about use of the driveway, any easement filed, proposed driveway work, stonewall preservation, drainage swales, manure management, trails that might impact wetlands, stream crossings. Jonathon Loggee, neighbor, confirms that he has no problem with the proposed driveway changes. It is noted for the record that the public letters received will not be read into the record. Members of the public are asked to speak at this time:

Dawn Adiletta: Has a procedural question on whether this is a commercial property if riding lessons are being offered. *D. Fey responds that it still falls under agriculture. Special permit goes with the land and if property is ever sold, new owner can only do what was approved.*

Reva Seybolt: Chairperson of Agricultural Commission states that they are in support of this agricultural proposal.

Jean Pillo: Conservation Commission representative comments on the storm water management plan and the importance of regular maintenance to minimize failure.

Calvin Neely: He owns property to the east of the driveway and is a member of Muddy Brook Fire Dept. and supports the project and in favor of Fire Marshal's recommendation to fix the driveway.

MOTION TO CLOSE PUBLIC HEARING MADE BY J. ANASTASI, SECONDED BY T. SIRRINE. MOTION PASSED UNANIMOUSLY.

c. Review of the proposed Plan of Conservation and Development Update – J. Gordon notes the following for the record: State Statutes have been followed: Notifications to BOS, NECCOG, and Town Clerk, all done within required time frames. Public Notice in The Villager on 2/6/15 and 2/13/15. Received memo 2/12/15 and map from D. Fey and letter from Town Attorney dated 2/19/15. J. Gordon reminds PZC and public of the following. Deadline is July 1st on submission of updated POCD and it is required every 10 years. If this deadline is not met, the state is invoking a penalty and Woodstock will lose the availability for all discretionary funds and grants. Process began in March of 2009, Public Hearings were held in 2009 and 2010 which were well attended, a survey was done, and local advertisements were placed in the newspaper. There was a break in PZC working on for a couple of years to allow PZC time to address some other important items, and then PZC reconvened in August of 2013. Letters requesting feedback were sent to all boards and commissions starting in 2009. Town Planner has also reached out to the various boards and commissions. PZC did take a vote at the subcommittee and it was a unanimous decision to task D. Fey to write up a draft and she is thanked. At the October of 2014 meeting, there was a unanimous vote by all Commissioner's present to bring the draft to Public Hearing and it is now before the public.

A separate item is noted that there were changes proposed to the PA-490 and this cannot be sent to the BOS until the POCD is completed. It is noted by J. Gordon that PZC did contract with NECCOG to help with maps, a very detailed build-out analysis was completed and affordable housing was also discussed with Jim Larkin. A thank you going out to D. Fortin, who is now a BOF member, and D. Durst for their hard work chairing the previous subcommittee meetings when the POCD was being discussed, also to the PZC for their hard work. POCD budgeted amount of \$25,000 has been very carefully monitored, only spending \$3,709.94 to date. If an update is approved, the cost of printing will be deducted. Money will remain in the account for any future updates or annual reviews. BOS have not notified PZC of any non-endorsement of this draft. The credit for the picture currently on the front of the POCD document goes to Dan French. Commission has tasked J. Gordon as Chair to work with Leslie Sweetnam about getting updated pictures along with the Woodstock Historical Society and he is hoping to receive pictures this week.

D. Fey states for the record the following. 1) Norman Sugarhouse was left off the list of farms so that should be added. 2) The term swidden horticulture should have a reference and should be added. 3) Recommending Woodstock Historic Properties Composite map be included in the back of the document. J. Gordon also states that PZC previously requested they bring forward to the Public Hearing the four steps for conservation subdivision adapted from Randall Arendt's "Growing Greener".

Public comment is requested at this time:

Jean Pillo, representing the Woodstock Conservation Commission states the following for the record: WCC voted to send a letter to J. Gordon and D. Fey stating their opinion that the current POCD draft is incomplete and lacks a large segment on conservation. The letter sent is dated 02/17/15. Her comments are as follows: The Woodstock Plan of Open Space drafted in 2001 addressed conservation and needs of the town and open space plan. In 2002 with the last update, conservation was introduced in but since the POSC was just written, a paragraph was inserted in that said to consider the POSC. Now the POCD update is here 12 years later and it was WCC's intention to include POSC so there is only one plan for the town. J. Pillo believes there was a miscommunication with D. Fey on their intentions and was surprised when she received a recent email from D. Fey about updating the POSC. The key items she believes are

missing would be the Little River Watershed Source Protection Plan written in 2006, which declares the Little River a greenway by the State of CT and as part of the state process, the greenway would need to be acknowledged in the POCD and mapped. The Natchaug River System Basin Greenway is also neglected, which includes the Still River and Muddy Brook. In 2009 the Little River, Muddy Brook, Roseland Lake Watershed Base Plan was written by ECCD and this plan restores water quality in town and should also be acknowledged in the POCD. The Natchaug River Conservation Action Plan, which is an inter-municipal agreement of eight towns, is not acknowledged either. In 2012 the town adopted locally important farm soils for the NRCS to allow for more active farmland to be eligible for conservation easement and funding, no mention of this. Woodstock is also involved in the Community Farms Preservation Program which allows smaller farms to compete for the development rights program through the state and NRCS, and no mention. There are also state regulations coming that we have no control over addressing concentrated animal feeding operations and general permits through DEEP coming into effect, if not already. The proposed MS4 State plan is for new storm water regulations and will impact Woodstock when they have to comply, and acknowledging this in the POCD may position the town for funding assistance. The challenges for Woodstock are economic development and public drinking water supply watershed area and only allowing clean water discharges into rivers and streams should be mentioned. The POSC or resource analysis done was not mentioned at all. J. Pillo does not believe plan meets the state statutes since so much is missing and asks PZC to consider taking this plan and doing more work before adoption.

D. Fey responds that she has a record that will be provided, if necessary, of the numerous occasions she has requested information from all board and commission members. She was not able to provide an outline, as was requested by WCC, because of the method the PZC was using to draft the document it was not possible, but she was willing take information and recommendations or concepts from the WCC and that was not provided. However what she did receive was far too late to incorporate into the drafting of the document, which is the POSC that has a December 2003 date and is 87 pages in length. PZC was given this document as well. D. Fey explains that there were several pieces of this POSC that were out of date and not sure what parts were updated.

Reva Seybolt, chairperson of the Woodstock Agricultural Commission, first thanked PZC for entertaining their suggestions and asked if there were any questions of them. As noted by J. Gordon, PZC has received the info from Ag Commission and thanked them for it.

D. Fey provides a chart that was created with Syd Blodgett's help that shows the topics in Woodstock's draft POCD document as compared to some other towns and also in the State of CT requirements. Many topics were covered by PZC. It is confirmed by D. Fey that the proposed update does meet all the requirements that the state requires.

J. Gordon states the following for the record: 02/19/15, a letter received from the Historic Properties Commission, a request for consideration, including a change of an organization name that was made; email from Katherine Richardson dated 01/26/15 in the meeting packet which is a positive comment on the POCD.

J. Adiletta has additional questions about the POSC for J. Pillo. S. Blodgett's concerns are noted and he believes the POCD does not reflect what the majority of the people have stated in the survey that was done. A few examples are given on what information he refers to. He also reiterates the concerns of the Conservation Commission. There are no references to the open space plan in the POCD, acknowledging some is outdated but much of the information contained therein is valuable and should be included. He doesn't believe this draft complies with the state POCD, missing some sections. Last comment is to the conclusion and one of the major ones says that some respondents find that regulations are overly burdensome and that 50% set aside affects farmers and their ability to borrow money. Doesn't seem to take into consideration the majority and doesn't give the town the proper direction for the next 10 years. He recommends making a motion to continue the review but certainly comply with the July deadline. J. Gordon responds that the process does not need to change to meet the state deadline and it should be submitted, but adds that the POCD is an evolving document and PZC can certainly work on future updates after the deadline and welcomes the opportunity to do so. D. Durst comments on the idea to integrate studies and documents that were mentioned by J. Pillo and S. Blodgett and bring them into the POCD as a list of references without having to include all the documents, and also a note on how to request this info.

MOTION TO CLOSE PUBLIC HEARING MADE BY T. SIRRINE, SECONDED BY J. ANASTASI. There is discussion on whether closing the Public Hearing should be considered. MOTION PASSED UNANIMOUSLY TO CLOSE PUBLIC HEARING 10:05P.M.

MOTION TO CONTINUE BUSINESS AFTER 10 P.M. MADE BY D. DURST, SECONDED BY J. ANASTASI. MOTION PASSED UNANIMOUSLY.

X. NEW BUSINESS

a. #624-2-15 Patrick J. & Erica J. O'Brien, 994 Rte 169 (Map 5130, Block 30, Lot 6) – 2-lot subdivision – Documents were received and many items are still needed, which are listed on D. Fey's memo dated 2/11/15. Doug Porter recused from this item. Application is for a subdivision and family transfer. D. Durst suggests waiting until application is complete before scheduling the Public Hearing. D. Fey responds that the applicant has been notified of the missing items. Jeff Stefanik, Licensed Surveyor, states for the record that he is representing the property owner and understands that the application is incomplete and the pending items will be provided ASAP. It is explained by J. Gordon that incomplete applications can cause delays beyond PZC control and there is discussion about whether scheduling the Public Hearing makes sense for March. PZC requests that missing information be provided ASAP so they will have a chance to review prior to the Public Hearing. D. Fey is recommending that this application be sent to Design Professionals for review. NDDH approval is necessary. J. Stefanik shares his concern about receiving approval from DOT in time since they are working with them about making a change to the driveway as it comes onto the state road. After lengthy discussion about whether missing items can be submitted in a timely fashion, it was decided the Public Hearing could be scheduled for March 19, 2015. **MOTION TO SCHEDULE PUBLIC HEARING ON 3/19/15 @ 7:45 P.M. MADE BY S. BLODGETT, SECONDED BY J. ADILETTA. MOTION PASSED UNANIMOUSLY.** (Doug Porter has rejoined commission.)

XI. NON-RESIDENTIAL PERMIT

a. ARS Products, 30 Crabtree Lane – 20'x32' temporary office trailer – J. Anastasi recused from this item. (T. Sirrine has stepped out at 10:24p.m.) Applicant unable to attend tonight's meeting, sent letter explaining why office trailer was needed. (T. Sirrine returned 10:27p.m.) As explained by D. Fey, trailer is for temporary use for a conference room for approximately nine months until business is moved. Appears to meet the regulations for the Industrial District. **MOTION TO APPROVE PERMIT FOR OFFICE TRAILER MADE BY D. DURST, SECONDED BY S. BLODGETT. J. Adiletta suggests adding an end date for trailer to be removed. MOTION MODIFIED BY D. DURST TO REQUIRE THAT THE TEMPORARY STRUCTURE BE REMOVED BY 12/30/15, SECONDED BY S. BLODGETT. MOTION PASSED UNANIMOUSLY.** (John Anastasi has rejoined commission.)

XII. OLD BUSINESS

a. #623-12-14 Thomas & Joy Beatty, New Sweden Rd (Map 5783, Block 69, Lot 3-1) – 2- lot subdivision – continued public hearing to 3/19/15 @ 7:45p.m.

b. #SP622-12-14 Christopher & Virginia McMahon, 136 Woodstock Rd + adjacent lot 15C (Map 5167, Block 11, Lots 38 & 15C) – Equestrian Academy – **MOTION TO APPROVE APPLICATION MADE BY J. ADILETTA, SECONDED BY J. ANASTASI.** Discussions focused on possible conditions to be specified on Mylar and Notice of Special Permit. Should statements of the applicant i.e., off-site manure removal, fire lane sign, safety lighting only, no exterior Dumpsters or trash receptacles, paved driveway, be included as conditions? Dry hydrant installation not feasible since location for this is not on the applicant's property and should be considered more of a community project, not the applicant's responsibility. PZC discusses reasonable conditions. Storm water discharge management maintenance plan was recommended by J. Pillo and was discussed.

MOTION BY D. DURST TO AMEND THE PRIMARY MOTION AND REQUEST THAT D. FEY CREATE A SIMPLE SENTENCE DIRECTING THE MANAGEMENT OF THE STORM WATER SEDIMENTATION STRUCTURE, BASED ON THE BEST MANAGEMENT PRACTICES (2004 STORM WATER QUALITY MANUAL), SECONDED BY D. PORTER. MOTION CARRIED UNANIMOUSLY.

MOTION BY J. ADILETTA TO AMEND THE PRIMARY MOTION AND INCLUDE AS A CONDITION OF APPROVAL: NO NIGHT LIGHTING OTHER THAN THE USE OF MINIMAL SAFETY LIGHTING AROUND BUILDINGS, AS PROPOSED BY THE APPLICANT, SECONDED BY D. DURST. Discussion continues on limiting lighting. MOTION BY D. PORTER TO CLOSE DEBATE ON MOTION ON THE TABLE ABOUT LIGHTING, SECONDED BY J. ANASTASI. (Must pass by 2/3rds vote) MOTION PASSED UNANIMOUSLY. MOTION FOR LIGHTING CONDITION IS PASSED 4:3 (4 = DURST, ADILETTA, PORTER & BLODGETT) (3 = GORDON, ANASTASI, SIRRINE)

Waiver request is for Zoning, Article IV, Section B., subsection 1.u., to waive the A-2 survey map for the northern 25 acres, lot #38. This waiver request was received in writing. Input of ZEO/Town Planner received and considered. **MOTION BY D. PORTER TO GRANT THE WAIVER REQUEST SINCE THE AREA THAT HAS NOT BEEN BROUGHT TO AN A-2 SURVEY IS AWAY FROM THE DEVELOPMENT, SECONDED BY T. SIRRINE. MOTION CARRIED UNANIMOUSLY.**

The following Special Permit criteria stated for the record:

- i. It is in compliance with the Zoning Regulations of the Town of Woodstock;
- ii. It is consistent with the Plan of Conservation & Development and the Plan of Open Space and Conservation;
- iii. It will generate minimal off-site adverse impacts on the surrounding area, including but not limited to adverse impacts on:
 - a) the environment;
 - b) the character of the area, including any natural, historical and cultural features;
 - c) the property values; and
 - d) the reasonable use, enjoyment and development of properties;
- iv. It will neither adversely affect ground or surface waters nor endanger drinking water supplies;
- v. It shall have the approval of appropriate agencies, such as the NDDH, WPCA, DPH, and DEEP for sewage disposal and water service;
- vi. It does not adversely impact existing traffic conditions, including a finding that streets serving the proposed use or activity are adequate to carry any additional traffic generated by the use or activity, and that no traffic safety problem (e.g., poor sight line) will be caused or significantly aggravated by the use or activity.
- vii. It will provide unhindered emergency vehicle access;
- viii. It will not adversely affect public health, safety or welfare;
- ix. It will meet the following standards, as applicable:
 - a) Adequate landscaping and buffering treatments
 - b) Stormwater management
 - c) Erosion and sediment control
 - d) Lighting
 - e) Signage
 - f) Floodplain
 - g) Dimensional

(No objections from PZC for each listed.) Also noted, "In evaluating the Special Permit application, the Commission has relied upon information provided by the applicant and, if such information subsequently proves to be false, deceptive, incomplete or inaccurate, this approval shall be modified, suspended or revoked."

MAIN MOTION TO APPROVE: MOTION PASSED UNANIMOUSLY.

At this time, PZC welcomes new business to Woodstock and Mr. McMahon thanks the Commission and welcomes any questions, and provides a handout relating to equestrian business being considered agricultural, along with CT state law and court case.

c. Review of the proposed Plan of Conservation and Development Update – **MOTION TO HOLD A SPECIAL POCD MEETING ON 3/05/15 AT 7:45 P.M. MADE BY SYD BLODGETT, SECONDED BY DOUG PORTER.** Discussion: Chair Gordon reminds Commission that there will be a number of members away on that date and recommends holding the meeting on 03/19/15. D. Durst comments on the agenda and the titling of the Public Hearing complying with the CT State Statutes and questions why the agenda does not state for the "adoption of" and only noted as a review. There is discussion on timeline and wording.

(Doug Porter left meeting @ 11:05 p.m.)

MOTION BY J. ADILETTA TO REQUEST THE CHAIR TO CONTACT THE TOWN ATTORNEY TO CONFIRM IF THE PUBLIC HEARING TO REVIEW THE POCD WILL SATISFY STATE STATUTES FOR PUBLIC HEARING TO ADOPT THE POCD, SECONDED BY J. ANASTASI. MOTION PASSED UNANIMOUSLY.

Further discussion on whether to hold a Special Meeting for POCD on 03/05/15. **ORIGINAL MOTION AMENDED BY S. BLODGETT TO CONTINUE POCD DISCUSSION AT THE REGULAR MEETING ON 03/19/15. MOTION PASSED UNANIMOUSLY.**

XIII. CITIZENS' COMMENTS - NONE

XIV. CORRESPONDENCE

a. 67th Annual CFPZA Conference, March 26, 5:00 p.m. @ Aqua Turf Country Club, Southington, CT – Awards for longevity.

D. Durst comments on the correspondence received quarterly from the Eastern CT Association of Realtors, how they are very well done and she appreciates receiving this item and would like to thank them. **MOTION TO SEND A THANK YOU LETTER TO EASTERN CT ASSOCIATION OF REALTORS MADE BY D. DURST, SECONDED BY S. BLODGETT. MOTION PASSED UNANIMOUSLY.**

XV. MINUTES OF OTHER BOARDS AND COMMISSIONS - NONE

XVI. OTHER – NONE

XVII. ADJOURNMENT – MOTION TO ADJOURN MADE BY J. ANASTASI, SECONDED BY T. SIRRINE. MOTION PASSED UNANIMOUSLY AT 11:21 P.M. PASSED.

Respectfully submitted,

Laura Cournoyer-Gagne, Recording Secretary &

Tina Lajoie, Clerk

DISCLAIMER:

These minutes have not yet been approved by the Planning & Zoning Commission. Please refer to next month's minutes for approval/amendments. Please note that the audio recording is the legal record of the meeting.